



## Application for the Utah State Office of Education History Endorsement

This endorsement is attached to an Educator License with an Elementary, Secondary or Special Education area of concentration. A person with an Educator License who completes the requirements for a History Endorsement will receive an endorsement allowing them to teach Secondary History courses.

### Applicant Information

Name \_\_\_\_\_ Date submitted \_\_\_\_\_

Cactus ID (preferred) \_\_\_\_\_ or SSN \_\_\_\_\_

District \_\_\_\_\_ School \_\_\_\_\_

Major \_\_\_\_\_ Minor \_\_\_\_\_

Home Address \_\_\_\_\_

Home Phone \_\_\_\_\_ Work Phone \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Email \_\_\_\_\_

**Check One:** \_\_\_\_\_ This is an application for the History Endorsement (see below)  
\_\_\_\_\_ This is an application for a State Approved Endorsement Plan (SAEP) for the History Endorsement (see page 2)

### There are two ways to earn a History Endorsement.

1. Complete all required university or college coursework with a grade of "C" or better recorded on a transcript, or other USOE approved professional development courses recorded in CACTUS, and successful passage of Praxis II test.
2. Demonstrated Competency (through National Board Certification).

### Instructions for Completing and Submitting the Application

1. Fill in the Applicant Information (above) and check the courses completed that satisfy each of the Requirements (see pages 3, 4).
2. For university courses, attach original transcripts (internet transcripts are not acceptable), with courses highlighted. For professional development courses, attach a copy of the CACTUS report, with courses highlighted. In some cases, the university course name on the transcript is non-specific, e.g. "Special Topics in Education." If this is the case, submit either a syllabus from the course or a letter from the instructor or department verifying that the course meets the requirement.
3. Print the History Endorsement Checklist and check completed coursework.
4. Send the Application Form, highlighted transcript, and the Endorsement Checklist with a \$40.00 processing fee to:

For **completed** endorsements:  
Utah State Office of Education  
Attn: Janet Strong  
Educator Quality & Licensing  
250 East 500 South  
P.O. Box 144200  
Salt Lake City, UT 84114-4200

**For Further Information contact:** Tom Sutton, Social Studies Specialist-- [tom.sutton@schools.utah.gov](mailto:tom.sutton@schools.utah.gov)

**State Approved Endorsement Program (SAEP)**

1. An approved SAEP for the History Endorsement allows a secondary teacher to teach History classes while working on the endorsement.
2. The applicant has two years from the date the SAEP is approved to complete the requirements for the endorsement (see pages 3, 4).
3. The applicant must have a minimum of nine hours toward the endorsement before applying for the SAEP. (The applicant must document the minimum of nine hours on this application by attaching an official transcript as evidence.)

**Submitting the Application**

1. Print and complete the Endorsement Application Form (page 1).
2. The processing fee is \$40.00.
3. Attach official Transcript(s) and/or CACTUS printouts with the relevant courses highlighted. Internet transcripts are not acceptable.
4. Send the completed application, official transcripts, and processing fee to:

**For State Approved Endorsement Program (SAEP) (paid by district or charter school):**

Office of Education  
Attn: Stephanie Ferris  
Utah State Office of Education  
Educator Quality & Licensing  
250 East 500 South  
P.O. Box 144200  
Salt Lake City, UT 84114-4200

**For Further Information contact:** Tom Sutton, Social Studies Specialist-- [tom.sutton@schools.utah.gov](mailto:tom.sutton@schools.utah.gov).

## History Endorsement Checklist

Put a check next to the course that appears on your transcript. Complete the boxes only if "other" is checked.

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### 1. U. S. History (Exploration to 1877)

- ☐ BYU HIST 220
- ☐ SUU HIST 2700
- ☐ U of U HIST 2700
- ☐ USU HIST 2700
- ☐ UVU HIST 2700
- ☐ WSU HIST 2700
- ☐ Other – Complete the box at the right

Name of Course _____
Date Completed _____ # Hours _____
University _____

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### 2. U.S. History (1877 to Present)

- ☐ BYU HIST 221
- ☐ SUU HIST 2710
- ☐ U of U HIST 2710
- ☐ USU HIST 2710
- ☐ UVU HIST 2710
- ☐ WSU HIST 2710
- ☐ Other – Complete the box at the right

Name of Course _____
Date Completed _____ # Hours _____
University _____

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### 3. World History (Ancient)

- ☐ BYU HIST 201
- ☐ SUU HIST 1500
- ☐ U of U HIST 1500
- ☐ USU HIST 1500
- ☐ UVU HIST 1500
- ☐ WSU HIST SS 1500
- ☐ Other – Complete the box at the right

Name of Course _____
Date Completed _____ # Hours _____
University _____

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### 4. World History (Modern)

- ☐ BYU HIS 202
- ☐ SUU HIST 1510
- ☐ U of U HIST 1510
- ☐ USU HIST 1510
- ☐ UVU HIST 1510
- ☐ WSU HIST 1510
- ☐ Other – Complete the box at the right

Name of Course _____
Date Completed _____ # Hours _____
University _____

Put a check next to the course that appears on your transcript. Complete the boxes only if "other" is checked.

**5. Utah History**

- ☐ BYU HIST 364  
☐ SUU HIST 3870  
☐ U of U HIST 4660  
☐ USU HIST 3850  
☐ UVU HIST 3260  
☐ WSU HSIT 4130  
☐ Other – Complete the box at the right

Name of Course \_\_\_\_\_

Date Completed \_\_\_\_\_ # Hours \_\_\_\_\_

University \_\_\_\_\_

**6. Specialized History Course**

- ☐ BYU  
☐ SUU  
☐ U of U  
☐ USU  
☐ UVU  
☐ WSU  
☐ Other – Complete the box at the right

Name of Course \_\_\_\_\_

Date Completed \_\_\_\_\_ # Hours \_\_\_\_\_

University \_\_\_\_\_

**7. Specialized History Course**

- ☐ BYU  
☐ SUU  
☐ U of U  
☐ USU  
☐ UVU  
☐ WSU  
☐ Other—Complete box at the right

Name of course \_\_\_\_\_

Date Completed \_\_\_\_\_ # Hours \_\_\_\_\_

University \_\_\_\_\_

**8. Teaching Methods in Social Studies**

- ☐ BYU SC ED 377R (Secondary)  
☐ BYU EL ED 365 (Elementary)  
☐ SUU SOSC 4900 (Secondary)  
☐ SUU ELED 3490 (Elementary)  
☐ U of U TL 5380  
☐ USU SCED 3500  
☐ UVU HIST 4250 (Secondary)  
☐ UVU EL ED 4530 (Elementary)  
☐ WSU HIST 4500  
☐ Other – Complete the box at the right

Name of Course \_\_\_\_\_

Date Completed \_\_\_\_\_ # Hours \_\_\_\_\_

University \_\_\_\_\_

**9. Praxis Test**

☐ 0941

Date Taken \_\_\_\_\_

Score \_\_\_\_\_

